

Student's Name _____ School _____ Graduation Year _____
(Please Print)

TECHNOLOGY USAGE POLICY

The Two Rivers Public School District believes that the Internet is a powerful tool in the search for knowledge and information. The vast majority of Internet sites are valuable but, like any tool, the Internet must be used properly. Please carefully read this contract. Then, select the appropriate choices for your child, sign, and date this contract. For the purposes of this contract, a supervisor is defined as any staff member or other adult in charge of the computers.

I, as a student in the Two Rivers Public School District, agree to use the Internet in a responsible and appropriate manner. I agree that:

1. I will never send personal information such as names, phone numbers, and addresses over the Internet and e-mail. I will not send e-mail from a classroom or building without the permission of a supervisor.
2. I will not attempt to gain unauthorized access to any computer system.
3. I will never provide a password to another person. I will immediately notify a supervisor if I suspect a security problem.
4. I will not use inappropriate language.
5. I will not repost any documents without permission from the person who originated the document. I will not post any private information.
6. I will only use the Internet and e-mail for educational activities under the guidance a supervisor.
7. I will not plagiarize any document that I find on the Internet.
8. I will stay out of areas that contain "Adult" oriented material or other inappropriate sites. If I should accidentally enter an area like this, I will immediately get a supervisor to help me back out.
9. I will immediately report any abuses of the Internet and e-mail that I see to a supervisor.
10. I will follow any other Internet and e-mail rules that are given to me by my supervisor.
11. I will be responsible for all associated access fees when entering areas on the Internet which assess a special access fee, unless the information being sought is school-related. In such cases, I will have the permission of the supervisor who will then be responsible for the access fee.

INTERNET AND E-MAIL ACCESS

Parent or Legal Guardian: Please sign and date this form. Then indicate the choices that are appropriate for your decision on your child's use of the Internet and e-mail in the Two Rivers Public School District. Students are to use e-mail only through classroom or supervisor's accounts.

_____ I give my permission for my child to use the Internet. _____ I give my permission for my child to use e-mail.
_____ I do not give permission for my child to use the Internet. _____ I do not give my permission for my child to use e-mail

Parent or Legal Guardian Signature: _____ Date: _____

Student: If your parent or legal guardian has given you permission to use the Internet and e-mail, then sign and date this contract. This means that you agree to abide by all the rules above. Students are to use e-mail only through classroom or supervisor's accounts.

Student Signature: _____ Date: _____

COMPUTER USAGE POLICY

Students: If you wish to use any of the computers, this form must be signed by both you and your parent or legal guardian. If no form is on file, you will be denied access to the Two Rivers Public Schools computer facilities.

COMPUTER RULES

Students must:

1. not copy, modify or delete files or programs installed on school computers.
2. obtain training before attempting to use specific equipment.
3. use only programs permanently installed on the system.
4. save work in designated locations.
5. refrain from printing multiple copies of a document.
6. keep food or beverages out of the computer lab.
7. log off and on according to procedure.
8. respect the security of all school computer systems.
9. have a pass to use the computers and the Internet.
10. use their own accounts.
11. not physically damage computer hardware.
12. not play or install games on school computers.
13. not bring or install privately owned software on school computers.
14. not use school computers without supervision.

CONSEQUENCES

If students violate the computer contract, the following action will be taken:

- First Offense: Students will not be allowed to use the computers for five school days.
- Second Offense: Students will not be allowed to use the computers for ten school days.
- Third Offense: Students will not be allowed to use the computers for the remainder of the semester.
- Other Offenses: Students may be prosecuted for violation of Wisconsin statutes.

NOTE: Any student caught intentionally damaging technology equipment will be held financially responsible for the repair or replacement of the equipment.

COMPUTER CONTRACT

I have read and agree to abide by the rules listed above. I understand that any violations of these rules may result in my being denied access to school computer facilities. I further understand that experimenting or tampering with computer security may subject me to prosecution for violation of Wisconsin statutes.

Parent or Legal Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

NOTE: This contract will remain in effect until rescinded by the parent, or until the student is no longer enrolled in that building